The exhibits are intended for educational and informational purposes to improve members' knowledge of trends which are pertinent to the physical therapist's professional interest. To complement the meeting and sessions by enabling registrants to see, hear, meet, and interact with the products, services, and representatives of your company or product; to invite persons to view your exhibits; and to provide supplies, and services relevant to physical therapy. All material/applications should be submitted in accordance with the guidelines of the American Physical Therapy Association as the additional insured.

**RULES AND REGULATIONS FOR EXHIBITING**

Policies stated below constitute a bona fide part of the contract for exhibit space.

**CANCELLATION AND EXPOSITION**

Any exhibitor who fails to exhibit without written permission from APTA may be removed from the exhibit space as soon as possible without notice.

**SECURITY**

Exhibitors are permitted to demonstrate their equipment and to make presentations to APTA staff, the American Physical Therapy Association, and the American Physical Therapy Association. By signing the Exhibitor Application form, the exhibitor agrees to transfer responsibility for any loss, damage, or injury sustained by the exhibitor himself or her exhibit for the duration of the exhibit or any portion thereof. Exposed signs, unfinished signs and/or exhibits must be removed to prevent an unauthorized use.

**ORDER OF CONDUCT**

All exhibitors are responsible for 50% of booth fee. After March 22, exhibitor is responsible for 100% of booth fee. Absolutely no refunds. APTA reserves the right to cancel any contract if non-payment is made.

**Reservations and Payments**

All non-refundable deposits must provide a Certificate of Indemnity to APTA and the American Physical Therapy Association as the additional insured.

**Booth Accommodations**

- **Standard Booth Equipment**
  - 10 x 10 ft table, two side rails, 100 ft carpeting, and staining.
  - Any other items are additional and must be ordered in writing at least 60 days prior to the beginning of the conference. Any booth configuration change or order for items not included on the application/contract must be made in writing at least 60 days prior to the beginning of the conference and must include such changes in order for the booth configuration to be changed. All additional orders must be submitted in writing and in the form of a total of 10 ft x 10 ft. Each booth is to be equipped with all necessary electrical equipment and supplies.

**Booth Space**

- **In-line/Corner Booths**
  - If the center of the exhibit hall is extended 10 ft x 10 ft high. In newbooths along the walls or outside borders of the exhibit area may not exceed more than 12 ft. Height guarantees are not permitted.

**Endcaps**

- **Booth Package includes one 6 ft table, two side chairs, 10 x 10 carpeting, and staining.**
  - Any other items are additional and must be ordered in writing at least 60 days prior to the beginning of the conference. Any booth configuration change or order for items not included on the application/contract must be made in writing at least 60 days prior to the beginning of the conference and must include such changes in order for the booth configuration to be changed. All additional orders must be submitted in writing and in the form of a total of 10 ft x 10 ft. Each booth is to be equipped with all necessary electrical equipment and supplies.

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